

**COUNTY OF SAN DIEGO
VOLUNTEER REPORT FORM
PERIOD JULY 1, 2005 - JUNE 30, 2006**

COUNTY OF SAN DIEGO
BOARD OF SUPERVISORS

2006 JUL 20 PM 3:19

THOMAS J PASTUSZKA
CLERK OF THE BOARD
OF SUPERVISORS

1. DEPARTMENT/COURT INFORMATION:

Department/Court: Assessor/Recorder/County Clerk

Division/Unit:

2. VOLUNTEER PROGRAM BENEFITS:

- a. **GENERAL VOLUNTEERS** (this section should include community volunteer, student intern, groups, corporations, etc.)

No. Vol	6	Hours	976.5	x	\$18.04	=	17,616.06
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Types of work performed by GENERAL VOLUNTEERS in this category:

clerical/office support, civil wedding ceremonies

- b. **INSTITUTIONAL VOLUNTEERS** (this section should include court referrals, honor camp inmates, PIC/RETC, GAIN, etc.)

No. Vol	0	Hours	0	x	\$18.04	=	0
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Types of work performed by INSTITUTIONAL VOLUNTEERS in this category:

- c. **SPECIALIZED VOLUNTEERS** (this section should include utilization of Special Volunteers in positions requiring specific skills and/or expertise levels, for example, an attorney, physician, sports figure or celebrity). These specialized positions have verifiable compensation levels (VCL). If you have such a volunteer, please indicate the position, hours and compensation level below.

Position	Hours	x	VCL	=	Dollar Benefit
Appraiser III	360	x	32.55	=	\$ 11,718.00
Assessment Clerk	644		15.84	=	\$ 10,200.96

No. Vol	2	Total Hours	1,004	Total Value	\$21,918.96
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Types of work performed by SPECIALIZED VOLUNTEERS in this category:

Appraiser-related duties; mobile home/roll corrections processing

d. TOTALS OF DEPARTMENT VOLUNTEERS (from above):

<u>Benefit</u>	<u>No. of Volunteers</u>	<u>Hours</u>	<u>Dollar</u>
2a:	6	976.5	\$ 17,616.06
2b:	0	0	\$ 0
2c:	2	1,004	\$ 21,918.96

TOTALS:	8	1,980.5	\$ 39,535.02
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3. DONATIONS TO VOLUNTEER PROGRAM:

Please list all donations to the department's Volunteer Program including monetary donations and tangible/intangible items. Items such as computers, air time, transportation, books, etc. Please assign a fair market value to each and add to the total value of the donations section.

<u>Item Donated</u>	<u>Value</u>	<u>Item Donated</u>	<u>Value</u>
	\$		\$
	\$		\$

TOTAL VALUE \$ 0

4. VOLUNTEER PROGRAM COSTS:

- a. Cost of direct supervision of volunteers (total hours of direct supervision times hourly rate of staff person(s) directly supervising program volunteers.

Hours 40 x Rate \$ 42.44 = \$ 1,697.60

- b. Cost of program coordination (total hours of program coordination times hourly rate of coordinator(s)). This section should include coordination of staff, compiling statistics, job description preparation, volunteer placements and recognition, etc.

Hours 15 x Rate \$ 45.73 = \$ 685.95

c. Other program costs (volunteer training materials/supplies, recognition costs, etc.):

Item	Cost
	0

TOTAL OF OTHER PROGRAM COSTS

=

\$ 0

d. TOTAL OF VOLUNTEER PROGRAM COST =
(add 4a, 4b, and 4c)

\$ 2,383.55

5. NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:

a. Total Dollar Benefits of Volunteers, Item 2d (Page 2) \$ 39,535.02

b. Total of Donations to Volunteer Program, Item 3 (Page 2) \$ 0

ADD a + b \$

c. Subtract Total of Volunteer Program Costs, Item 4d (Page 3) (\$ 2,383.55)

TOTAL PROGRAM BENEFIT \$ 37,151.47

6. **RECRUITING:**

Please describe your recruiting programs:

Referrals by current volunteers

Retired Seniors Volunteer Program (RSVP)

7. **SPECIAL VOLUNTEER PROGRAM ACTIVITIES/ACHIEVEMENTS:**

Please describe any special activities and/or achievements your program was involved in during the period of this report:

Nominated a retired seniors volunteer as "Volunteer of the Year"

8. **VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2006-07:**

Please describe your program goals. Include activities, number of volunteers, recruitment, training, recognition and other goals:

Continue to use the current recruitment practices

9. **GENERAL INFORMATION:**

Name of Person Completing Report: Rowena Reno

Phone Number: (619) 685-2400 Mail Stop A-4 E-Mail Rena.Reno@sdcounty.ca.gov

Volunteer Coordinator: Rowena Reno

Phone Number: (619) 685-2400 Mail Stop A-4 E-Mail Rena.Reno@sdcounty.ca.gov

10. **DEPARTMENT CERTIFICATION:**



DEPARTMENT HEAD SIGNATURE

7/21/06
DATE